

**CITY OF SUNRISE
PERSONNEL DEPARTMENT
1300 Sawgrass Corporate Parkway, Suite 100
Sunrise, Florida 33323**



YOUR EMPLOYMENT APPLICATION SHOULD BE FILLED IN AS COMPLETELY AS POSSIBLE. YOU MUST INCLUDE ALL OF THE FOLLOWING INFORMATION:

Your past ten (10) years of employment.

Addresses and telephone numbers of all employers.

Specific job duties for each job on the application (do not write "See Resume").

If you are currently employed, list your reason for seeking a new position under the "Reason for Leaving" section.

How you meet the minimum requirements listed on the job posting. **ALL** of the minimum requirements for a position must be met in order to be considered. Be specific.

**WHAT HAPPENS TO YOUR APPLICATION AFTER IT IS TURNED IN
TO THE PERSONNEL OFFICE?**

The Personnel Department reviews your application to make sure that you meet the minimum requirements listed on the job posting. If you do, a copy of your application is sent to the Fire-Rescue Department. It is up to the Fire-Rescue Department to contact candidates for interviews. Due to the large number of candidates, the City will only be able to notify you if you are considered for further processing.

IMPORTANT NOTICES

Any falsification of information on this application shall be sufficient cause for rejection or dismissal from employment.

As part of our commitment to a Drug and Alcohol Free Workplace, if you are selected for employment with the City, you will be required to submit to a pre-employment drug test. Your refusal to take the test, or failure to pass the test will disqualify you from further consideration for employment.

Under the Americans with Disabilities Act (ADA), the City is required to reasonably accommodate qualified individuals with a disability. The requirement applies to the application process, any pre-employment test, interviews and actual employment (but only if the City knows that an accommodation is needed). If you are disabled and require an accommodation, you may request it at any time by contacting the City of Sunrise Personnel Department at (954) 838-4522. Because some types of accommodations may require preparation, we suggest that you make any requests as early as possible.

**EQUAL OPPORTUNITY EMPLOYER
M/F/D/V**



Fire-Rescue

10440 W. Oakland Park Blvd. • Sunrise, FL 33351 • P: 954.746.3400 • F: 954.746.3455

APPLICATION REQUIREMENTS FOR FIREFIGHTER/PARAMEDIC

AGE: Must be at least 18 years of age.

EDUCATION: Graduation from an accredited high school or GED equivalency diploma.

CERTIFICATION: Must have current State of Florida certifications as:

Firefighter by Bureau of Fire Standards and Training.

Successful completion of the Broward County, countywide physical ability test within the 12 months prior to date of application and/or hire.

BACKGROUND SCREENING:

Must be of good moral character as determined by the State and City guidelines.

Must pass a thorough background investigation (including employment) with appropriate, verifiable information.

Must complete a polygraph examination administered by the City.

Must have a State of Florida driver's license and a good driving record. Applicant's driving history will be evaluated to determine any pattern(s) of poor driving behavior, with particular regard to recent (last seven years) experience and seriousness of violations.

Must successfully pass a FBI fingerprint check via the Bureau of Fire Standards.

MEDICAL SCREENING:

Must complete a thorough medical examination.

Must not indicate any substance abuse. Verified by screening during medical exam and polygraph.

COPIES OF THE FOLLOWING ITEMS MUST BE SUBMITTED WITH YOUR APPLICATION:
(Personnel will not make copies or notarize documents.)

Birth Certificate

Proof of Education

Driver's License

Social Security Card

Firefighter Certificate of Compliance (or compliance letter)

Paramedic License OR proof of enrollment as a third semester paramedic student

**DIVISION OF STATE FIRE MARSHAL
BUREAU OF FIRE STANDARDS AND TRAINING
PERSONAL INQUIRY WAIVER**

APPLICANT'S NAME _____

DATE OF BIRTH _____ SOCIAL SECURITY # _____

I respectfully request and authorize you to furnish the Division of State Fire Marshal, Bureau of Fire Standards and Training, any and all information that you may have concerning my work record, school record, military record, and moral character. Please include any and all information of a confidential or privileged nature, and photostats of same if requested. This information is to be used by the Bureau of Fire Standards and Training in determining my qualifications and fitness for certification as a firefighter or fire safety inspector in the State of Florida.

Signature of Applicant
(Signature MUST be notarized)

State of Florida
County of _____

The foregoing instrument was acknowledged by me this _____ day of _____,
_____, by _____ who:
(Name of person acknowledged)

____ is personally known to me, OR

____ has provided _____
as identification

AND WHO:

____ did take an oath

____ did not take an oath

Signature of person taking acknowledgement

Name of acknowledger typed, printed or stamped

**DEPARTMENT OF INSURANCE AND TREASURER
DIVISION OF STATE FIRE MARSHAL
BUREAU OF FIRE STANDARDS AND TRAINING**

AFFIDAVIT

I, _____, do hereby affirm that I have not been a user
(Name of Applicant)
of tobacco or tobacco products for at least one (1) year immediately preceding my
application for certification as a firefighter, in accordance with Section 633.34(6), Florida
Statutes.

Under the penalties of perjury, I declare that I have read the foregoing affidavit and that
the facts stated in it are true.

DATED and SIGNED this _____ day of _____, _____.

Signature of Applicant
(Signature MUST be notarized)

State of Florida
County of _____

The foregoing instrument was acknowledged by me this _____ day of _____,
_____, by _____ who:
(Name of person acknowledged)

_____ is personally known to me, OR

_____ has provided _____
as identification

AND WHO:

_____ did take an oath

_____ did not take an oath

Signature of person taking acknowledgement

Name of acknowledger typed, printed or stamped